

**EXTREME HARDSHIP FUNDING APPLICATION****DEFERRED MAINTENANCE PROGRAM**

SAB 40-22 (New 04/02)

**GENERAL INFORMATION**

This Form is used by a district to request Deferred Maintenance Program Extreme Hardship Grant funding for a critical project listed on the Five Year Plan, Form SAB 40-1 (New 04/02) that meets the criteria prescribed in Regulation Section 1866.5. The Office of Public School Construction (OPSC) will accept complete applications on a continuous basis; those received prior to the last working day in June are ensured consideration for funding by the State Allocation Board (SAB) in that fiscal year's funding cycle.

The OPSC processes complete applications based on the date received. The following documents must be submitted with this Form (refer to Regulation Section 1866.5.1):

- A report from either a licensed architect or structural engineer detailing how this project qualifies for an extreme hardship grant as defined in Education Code Section 17587 and Regulation Section 1866.5, a recommended solution to correct the problem, and a detailed description of the work being performed to mitigate the problem.
- A detailed cost estimate prepared by a licensed architect or contractor showing quantity and cost breakdowns supporting the construction costs listed on the *Extreme Hardship Funding Application*, Form SAB 40-22 (New 04/02). The report and cost estimate shall be subject to review by the OPSC for conformance with the Saylor Current Construction Cost Publication and, at the OPSC's discretion, the Division of the State Architect (DSA). Items in the cost estimate shall be limited to only the minimum work necessary to mitigate the problem.

- Plot plan identifying the location of the work and 1A diagrams if available.
- A revised *Five Year Plan*, Form SAB 40-20 (New 04/02) including the critical project on the plan and identifying the project in Column 9 of the Form.

The amount of the extreme hardship grant and district contribution for the project shall be determined by the criteria outlined in Regulation Section 1866.5.2. Critical projects that meet the criteria for an extreme hardship grant will be presented to the SAB on a continuous basis throughout the fiscal year. If funding is not available projects will be placed on an unfunded list based on priority order and on the date the complete application was received by the OPSC (refer to Regulation Section 1866.5.3).

Districts are advised that the OPSC must determine the critical project meets the criteria set in Education Code 17587 and Regulation Sections 1866.5 through 1866.5.3 to receive an extreme hardship grant, prior to construction costs being incurred on the project. Reimbursement of eligible architect or engineering expenditures will be allowed up to five months prior to the date that the hardship project is accepted for processing by the OPSC (refer to Regulation Section 1866.5.4).

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**SPECIFIC INSTRUCTIONS**

1. **Type of Application** - Check the appropriate box that indicates the type of application the district is filing. A district with only one school may include other essential work in the application without being subject to the contribution requirements set forth in Regulation Section 1866.5.2. If the district checks the new project with other essential work box, the district will need to submit a *Extreme Hardship Funding Application*, Form SAB 40-22 (New 04/02) for each project category marked in Section 2 and a Form SAB 40-22 combining all the project information onto one form.
2. **Type of Project** - Check the appropriate box for the type of work the district is applying.
3. **Project Priority** - Indicate if the district is requesting Priority One Status for the project pursuant to Regulation Section 1866.5.3(c).
4. **Project Funding Order** - If the district has other critical project(s) awaiting funding on the Deferred Maintenance Extreme Hardship Unfunded List, prioritize the order of this application in relation to those project(s) for purposes of funding and district contribution requirements. (Refer to Regulation Section 1866.5.2 and 1866.5.3.)
5. **Project Duplication** - Refer to Regulation Section 1866.13.

Enter the School Facility Program (SFP) modernization application number(s) if any, if work included in those application(s) is also included in the total project cost of the critical project amount requested in Section 6 and the district cannot certify the SFP project(s) still meets the 60 percent commensurate test requirement in the SFP after deducting the duplicative work included in this application.

**6. Project Costs - Enter:****I. Planning**

- a. Up to 12 percent of the construction costs reported in IIc are allowable.

- b. If the critical project contains work that requires DSA approval, the fee charged by the DSA to review the plans is allowable.
- c. Other planning costs associated with the project that may be allowable, provided an explanation of the costs is given.
- d. The total of a through c.

**II. Construction**

- a. The repair or replacement costs associated with the project. Eligible construction costs shall be limited to the minimum work necessary to mitigate the problem within the scope of the work identified in Section 2.
- b. Any other costs directly related to the project (i.e., asbestos removal). A detailed explanation of why the costs are necessary is required.
- c. The total of a and b.

**III. Testing**

Costs associated with testing required during construction for the project. A detailed explanation of each test and the reason the test is required is needed. If multiple tests are being done indicate the quantity.

**IV. Inspection**

If the project requires a certified DSA inspector the fee charged by the inspector during the legal duration of the construction contract is allowable. Back-up information supporting the cost is required.

**V. Contingencies**

An allowance for unanticipated costs directly related to the critical project is provided as part of the budget for the project. This amount cannot exceed five percent of I through IV. The OPSC shall review all expenditures from this allowance to ensure the eligibility.

**Total Project Cost**

The total of I through V.

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The school district named below applies to the State Allocation Board via the Office of Public School Construction for an Extreme Hardship Grant under the provisions of the Deferred Maintenance Program as provided by Education Code Section 17587 and Title 2, California Code of Regulation Sections 1866.5 through 1866.5.8.

SCHOOL DISTRICT

APPLICATION NUMBER

40/

SCHOOL (SITE) NAME

COUNTY

**1. Type of Application (Check only one)**
☐ New Project    ☐ Increase to Prior Project

☐ New project with other essential work (Refer to Regulation Section 1866.5.2[c])
**2. Type of Project (Check only one) (Refer to Regulation Section 1866.5)**
☐ Asbestos    ☐ Paving

☐ Electrical    ☐ Plumbing

☐ Flooring Systems    ☐ Roofing

☐ HVAC    ☐ Underground Toxic Tank

☐ Painting    ☐ Wall Systems
**3. Project Priority**

Is the district requesting Priority One status pursuant to Regulation Section 1866.5.3(c)? ☐ Yes ☐ No

**4. Project Funding Order**

If the district has other critical project(s) awaiting funding on the unfunded list, prioritize the order of this application in relation to those project(s). # \_\_\_\_\_

**5. Project Duplication (Regulation Section 1866.13)**

SFP Modernization Project(s) 57/ \_\_\_\_\_

**6. Project Costs****I. Planning**

a. Architect/Engineering Fee \$ \_\_\_\_\_

b. DSA Plan Check Fee \$ \_\_\_\_\_

c. Other \$ \_\_\_\_\_

d. Total Planning Costs \$ \_\_\_\_\_

**II. Construction**

a. Repair/Replacement Cost \$ \_\_\_\_\_

b. Other \$ \_\_\_\_\_

c. Total Construction Costs \$ \_\_\_\_\_

**III. Tests** \$ \_\_\_\_\_**IV. Inspection** \$ \_\_\_\_\_**V. Contingencies** \$ \_\_\_\_\_**TOTAL PROJECT COST** \$ \_\_\_\_\_**Certifications:**

I certify, as the District Representative, that:

- The district will comply with the Public Contract Code; Education Code; Government Code; California Code of Regulations (Title 24); and any other legal requirements; and,
- The district will execute a contract prior to any work being performed on the project and will obtain its legal counsel approval on each contract; and,
- If required, the district will obtain DSAs approval of the project and plan(s); and,
- If the critical project includes work currently included in a SFP modernization project that is currently on the SFP Modernization Unfunded List or the OPSC Modernization Workload List, the district certifies that after eliminating the work to be funded with the extreme hardship grant from the SFP modernization project, the cost estimate for the remaining work in the SFP project meets the 60 percent commensurate requirement in the SFP. If the district cannot make this certification, the district will withdraw the SFP modernization project prior to the release of any extreme hardship grants to the district (Refer to Regulation Section 1866.13); and,
- The district understands that some or all of the extreme hardship grant for the project may be returned to the SAB as a result of an audit pursuant to Regulation Section 1866.9.1; and,
- The district shall submit the expenditure report for the extreme hardship grant no later than two years from the date any funds were released pursuant to Regulation Section 1866.9; and,
- The district did not receive funding from any other State funded program for the work requested in this application; and,
- If within six months of SAB apportionment of the project the district has not submitted to the OPSC a request for a release of funds, the district will be required to submit a progress report in the form of a narrative to the OPSC pursuant to Regulation Section 1866.5.8; and;
- This Form is an exact duplicate (verbatim) of the form provided by the OPSC. In the event a conflict should exist, then the language in the OPSC form will prevail; and,
- I certify under penalty of perjury under the laws of the State of California that the statements in this application and supporting documents are true and correct.



SIGNATURE OF DISTRICT REPRESENTATIVE

DATE